### Current Title Search
- Current title search from the Land Title Office for each parcel affected in the application.
- Copies of any rights-of-way, restrictive covenants, easements, etc. that are registered on the title.

### Certified Survey Plan
- PID, Legal Description
- Street address, street name(s) and location, location and width of any lane(s).
- Lot line dimensions in metres.
- Total lot area(s) in metres squared (m²).
- Location and dimensions of all existing buildings and structures on the site.
- Front, rear and side yard setbacks from buildings to lot lines.
- Lane dedications, registered easements, encroachments and rights-of-way.
- Location of existing street crossings.
- Existing grades at each corner of the lot(s) and spot elevations/contours at one metre intervals.
- If the property is located on or adjacent to a slope or watercourse then all setback and building envelope requirements should be shown in compliance with Section 519 of the Zoning Bylaw for flood protection and slope control measures.
- All existing trees on the property that are 20cm or greater measured 1.4m from the ground.
- Any off-site trees greater than 20cm wherein the drip line of the tree is within 1 metre of the property line.

### Project Statistics
- Total lot area
- Lot coverage – permitted and proposed.
- Gross floor area – permitted and proposed.
- Building height(s) – permitted and proposed.
- Front, side and rear yard setbacks from property line – permitted and proposed.
- Parking and Loading – required and proposed.
- Number of dwelling units and types.

### Location/Site Plan
- Dimensioned at a scale not less than 1:500.
- North arrow.
- Key plan (location of site relative to other major streets in area).
- Street name(s) adjacent to and fronting the site.
- Civic address of site.
- Dimensions of site.
- Location and dimensions of all buildings and structures.
- Floor areas of existing buildings.
- Building envelope setbacks from property lines dimensioned for all buildings and accessory structures, including projecting features such as bay windows and stairs.
- Existing and finished grade levels.
- Size and location of all off-street parking and loading with dimensions.
- Access to parking and loading from street and/or lane with dimensions.
- Location of garbage and recycling facilities.
- Location of the natural boundary of any existing watercourses or environmental features.
- Location of proposed open or amenity space(s) with areas and percent of total site area.
- Location of fire hydrants and fire lanes (including curbs and paving material).
- Location of utility connections.

### Sections
- Longitudinal and cross sections including details of vaulted areas and adjacent attic spaces, and envelope of height protrusions.
<table>
<thead>
<tr>
<th>Document Type</th>
<th>Details Required on Document</th>
</tr>
</thead>
</table>
| Floor Plans, including Parking    | • Dimensioned at a scale not less than 1:100  
• All storeys including all levels of underground parking and rooftop with all outside dimensions of each floor.  
• Dimensions of all parking spaces and aisles.  
• All uses and dimensions for each floor.  
• All door, window and skylight locations.  
• Location of vents, bay or box windows, air conditioning units and additions.  
• Clear indication of proposed work for additions to an existing building. |
| Plans                             |                                                                                                                                                                                                                             |
| Lot Coverage Diagram and Floor    | • Display lot coverage percentage for the property.  
• Gross floor area diagram for each floor.  
  o Provided on translucent paper (i.e. velum) in the same size, scale and layout as the floor plans. |
| Area Overlay                       |                                                                                                                                                                                                                             |
| Coloured Building Elevations      | • Four coloured elevations, front, rear and sides (indicating direction), for all proposed buildings with proposed materials, colours and colour number clearly labelled and materials legend provided.  
• Finished and natural grade elevations around the perimeter of the structure.  
• Elevation on each floor level, and peak of pitched roof or parapet wall of flat roof.  
• Dimensions of projections above grade.  
• Finish details and materials of exterior including colours and manufacturing name.  
• Notes indicating treatment of exposed concrete surfaces.  
• Door and window details and sizes.  
• Fencing and accessory building details  
• Layout of heating, ventilation, air conditioning, mechanical structures or equipment, including roof top mechanical equipment and screening.  
• Building signages clearly indicated with dimensions. |
| Coloured 3D Renderings            | • 3D coloured elevation drawing to depict all elevations of at least two views of the proposed development, and include views from all street frontages. |
| Landscaping Plan                   | • Plans must be coordinated with the civil engineer as to planting requirements relating to any off-site servicing works (streetscape) and on-site stormwater management controls.  
• Provide common and botanical names, and sizes and quantity of all proposed plant material.  
• Proposed plant material, pavers, paved surfaces, other landscape elements, and existing trees must be shown.  
• Proposed retaining wall locations and plant materials.  
• Existing site contours, landscaping and material to be removed, including size, common name and placement.  
• Identify landscape areas to be used for required common amenity area.  
• Please Note:  
  • A minimum 1.5 metre landscaped setback is required when an underground parking structure projects above grade. |
| Context Photographs               | • Photos showing the relationship of the proposed building(s) to surrounding development at front, rear and sides of site area.  
• Typical views of the property along the streetscape.  
• For additions to an existing building, colour photographs of four sides of the existing building. |
| Servicing Concept Plan            | • Existing and proposed topographic and legal base information including adjacent properties and road dedications.  
• Proposed frontage improvements including sidewalks, landscaping, street lighting, and roadwork.  
• Development Permit area design guideline streetscape requirements addressed.  
• Typical road cross sections.  
• All existing above and below grade infrastructure including storm, sanitary, water, hydro, gas, communications and bus stops.  
• Proposed and existing storm, sanitary and water servicing connections, location and size.  
• Adjacent property transitions for works and services.  
• Prepared, signed and sealed by a civil engineer. |
| Phase 1 Stormwater Management     | • Provide in compliance with the City’s Stormwater Policy and Design Manual that specified stormwater quality and design criteria. |
| Plan                              |                                                                                                                                                                                                                             |
| Arborist Report                   | • Please refer to document labelled Coquitlam Standards for Tree Cutting Permit Applicants on: www.coquitlam.ca/trees |

File #: 01-0340-20/03-017/1 Doc #: 3211364.v2